

OCFO BULLETIN



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Partnership in Action

A high priority for us this year is to correct all findings of noncompliance with the Federal Financial Management Improvement Act (FFMIA) which the OIG included in its FY 1997 audit report. We are committed to working collaboratively with the affected agencies towards that goal, and would like to share with you the outcome of a successful partnership effort. In June 1997, in response to the OIG's concerns and other changing needs, the ETA and the OCFO formed an inter-agency work group to assess the ETA's accounting and financial reporting systems. They began with a Memorandum of Understanding which set forth the primary topics to be addressed by the work group. They then developed a multi-year plan to guide their activities for the remainder of FY 1997 and the next three fiscal years. The multi-year plan identified specific tasks to be accomplished and products to be developed in support of requirements and common needs.

Through the remainder of FY 1997, the workgroup examined the then current arrangements to record and maintain financial information on ETA grants and contracts in ETA systems and DOLAR\$, identified statutory and other requirements which required changes to current practice to be in conformance, and identified recommended changes to existing systems and processes. Based on their analysis, the workgroup issued a Phase I report related to the multi-year plan. The report recommended modifications to the ETA's Grant Contract Management Information System (GCMIS) and DOLAR\$ interface which would assure compliance with all current SGL and FFMIA requirements. The modified interface was implemented in November of 1998.

Building on the successful efforts in Phase I, the group then concentrated on ETA's debt management and cash collections systems. They recommended in their Phase II report that ETA deploy the DOLAR\$ Accounts Receivable (A/R) Subsystem which complies with Federal financial management system requirements and identified the modifications required in DOLAR\$ and the GCMIS to accomplish deployment. The workgroup expects to implement conversion by September 1998.

The work group next addressed ETA's real property accounting and financial reporting needs and in April 1998 submitted their Phase III recommendations to build on their earlier work and further modify the GCMIS/DOLAR\$ interface to permit ETA to employ the DOLAR\$ Capitalized Asset Tracking and Recording System (CATARS) to maintain ETA real property activity. As noted in the previous phases, this conversion will assure compliance with current requirements as well as increase the efficiency of ETA's accounting for real property.

We believe such successful results require partnership work because it optimally utilizes the knowledge and expertise of professional staffs of different agencies, and we look forward to similar work with other agencies.

EVENTS CALENDAR

DOLAR\$

06/25/98 June WCF cycle will be run.

REGIONAL TELECONFERENCE SCHEDULE

<u>Date</u>	<u>Day</u>	<u>Time</u>
07/02/98	Thursday	2:00 p.m.

OPERATIONS, DEVELOPMENTS, AND EVENTS

1. Managerial Cost Accounting. OCFO staff met with Norwood Jackson, Deputy Controller, OMB, to discuss the Department's planned implementation of cost accounting and relating costs to the Performance Plan. Mr Jackson believed the Department is proceeding with a well thought out plan and supports our effort. With regard to the presentation of new Statement of Net Costs to be included with our annual Consolidated Financial Statements, Mr. Jackson liked our proposal of presenting the Statement of Net Costs by major program with a supporting schedule at the outcome goal level. This will allow consistency in the statement, with changes in goals or measures reflected in the schedule. Mr. Jackson requested to be kept apprised of our activity and copies of our Statement of Net Costs and the related schedule as we proceed with their development.

To follow-up on our report last month, OCFO staff has met with representatives of ETA, VETS, OSHA and OIG to discuss their progress on implementing cost accounting for FY 1999 and FY 2000, Stewardship Assets and Deferred Maintenance, and OIG recommendations on non-compliance with the FFMIA.

2. No More Standalone Financial Statements. Staff also discussed OMB and legislative requirements for standalone financial statements with Mr Jackson. We had already eliminated three standalone financial statements this year: FECA Special Benefits Fund; Black Lung Disability Trust Fund; and the Working Capital Fund. Unlike many agencies, our Office of Inspector General (OIG) issues an opinion on trust funds and the Working Capital Fund figures as part of its opinion on the Consolidated Financial Statements. We explained that since the figures presented on standalone statements were contained in the consolidating schedules and these figures had an unqualified opinion in the Consolidated Statements, there was no need for standalone statements. Mr. Jackson agreed and relieved the Department from filing standalone financial statements for the D.C. Workers Compensation Fund, Longshore and Harbor Workers' Special Fund and the Unemployment Trust Fund (UTF). The need to produce standalone financial statements has now been eliminated.
3. New Financial Statements. Two new financial statements are required for FY 1998: the Statement of Budgetary Resources, a summarized version of the SF 133, and the Statement of Financing, a reconciliation of obligations incurred to net costs. We believe that the DOLAR\$ account structure will allow us to produce these reports with little, if any, difficulty. At a recent meeting of the Standard

OPERATIONS, DEVELOPMENTS, AND EVENTS

General Ledger Board's Issue Resolution Committee several agencies expressed an interest in reviewing and possibly adopting DOL's account structure.

4. Initiative on Accounting for Inter-Governmental Transactions. President Clinton, Treasury, OMB and GAO have given a high priority on accurately accounting inter-governmental transactions. A major factor for the failure to receive an unqualified opinion on the Consolidated Financial Statements for the United States for FY 1997 was the inability to reconcile transactions among government entities. We believe the DOL for the most part correctly identifies its inter-governmental transactions as either Gov or Non-Gov. However, we did identify some incorrectly classified vendors and agency compensation contributions in DOLAR\$. OCFO staff are currently working to correct these erroneous classifications
5. Paperless Automated Time and Attendance (ATA) System Implementation. Brenda Kyle, Deputy CFO, and Jim Brown, Director, Office of Financial Systems, are holding individual conferences with the DOL agencies to discuss implementation strategies and address any technical connectivity concerns.

David Roy, Regional Financial Officer for the San Francisco/Seattle area, is coordinating ATA implementation for OASAM. OASAM plans to implement the ATA in all its regional finance offices this summer. The Regional Financial Officers will be meeting in the National Office on June 25 and 26 to receive a briefing on the system and to develop an implementation plan. During the morning of June 25, we will conduct a demonstration of all ATA functions and user modules: the employee functionality; the timekeeper/supervisor functionality; the agency manager functionality; and the Servicing Payroll Office Module.

6. The June WCF cycle will be run on June 25. Agency redistributions will be allowed June 26 through 30. The OASAM servicing finance offices should ensure, as much as possible, that WCF expenditures for June have been recorded in DOLAR\$ by June 24.
7. Regional Transit Subsidy. Regional finance offices may process employees' June reimbursement requests in the Transit Subsidy System (TSS) through 2:00 p.m. Eastern Time on July 16. The disbursements will be in the employees' bank accounts no later than July 21.

DOLAR\$ AVAILABILITY SCHEDULE
June 15 through July 19, 1998

Following are the dates and hours that DOLAR\$ will be available from June 15 through July 19, 1998. Any Agency Financial Manager or Regional Financial Officer who requires a change to this schedule should call Anita Byrd at (202) 219-8314, ext. 166, or Naomi Franklin at (202) 219-6660, ext. 142.

June 1998

Mon.	June 15	through	Fri.	June 19	-	8:00 a.m. to 8:00 p.m.
Sat.	June 20	through	Sun.	June 21	-	System Closed
Mon.	June 22	through	Fri.	June 26	-	8:00 a.m. to 8:00 p.m.
Sat.	June 27	through	Sun.	June 28	-	System Closed
Mon.	June 29	through	Tue.	June 30	-	8:00 a.m. to 8:00 p.m.

July 1998

Wed.	July 1	through	Thu.	July 2	-	8:00 a.m. to 8:00 p.m.
Fri.	July 3	through	Sun.	July 5	-	System Closed
Mon.	July 6	through	Fri.	July 10	-	8:00 a.m. to 8:00 p.m.
Sat.	July 11	through	Sun.	July 12	-	System Closed
Mon.	July 13	through	Fri.	July 17	-	8:00 a.m. to 8:00 p.m.

FINANCIAL MANAGEMENT TRAINING OPPORTUNITIES

Below are financial management training opportunities being offered by the Center for Applied Financial Management. To read descriptions of the courses, visit the Center's Home Page at the URL below.

<http://www.fms.treas.gov/center/course.html>

You can reserve a space for a scheduled class using the Internet on the Center's Home Page or you may call the Registrar at (202) 874-9560. You can register by faxing a training authorization form to (202) 874-9629. To register by mail, the address is: Financial Education Department, Registrar, The Center for Applied Financial Management, 1990 K Street NW, 3rd Floor, Washington, DC 20006.

All courses, unless noted otherwise, will be held at the Center's training facility located at 1990 K Street NW, Washington, DC.

FASAB COURSES

Survey of Federal Accounting Concepts and Standards

(Basic Provisions and Scope of FASAB Standards No. 1 - 8.)

September 15-17, 1998

The Revenue Standard/Form and Content Statements

(FASAB Standard No. 7)

July 28-30, 1998

Property, Plant, and Equipment/Stewardship Reporting

(FASAB Standards No. 6 and 8)

June 22-23, 1998

Federal Asset and Liability Standards

(FASAB Standards No. 1, No. 3, and No. 5)

August 26-27

TREASURY S CENTER FOR APPLIED FINANCIAL MANAGEMENT

1998 Year End Closing Seminar - 1 Day

Sessions on FMS 2108 Year-End Closing Statement, the SF 133 Report on Budget Execution, FACTS reporting, Form & Content of Financial Statements, the Statement of Financing plus special bonus session.

August 11, 1998, The Hyatt, Bethesda, MD

8th Annual Government Financial Management Conference - 3 Days

Presents the latest developments in the financial management arena. Ideal for operational accountants and anyone else interested in Federal financial management.

August 12-14, The Hyatt, Bethesda, MD

FINANCIAL MANAGEMENT TRAINING OPPORTUNITIES

Accrual World

September 14-15, 1998

Basic Accounting Concepts

September 28, 1998

Budget Execution Game

August 20-21, 1998

Certifying Officers: Your Roles and Responsibilities

August 31, 1998

Dollars and Sense: Making Sense of Treasury's Central Accounting Requirements

September 17-18, 1998

Fundamentals of Cash Management

July 22, 1998

September 16, 1998

Implications of Federal Appropriations Law

July 13-14, 1998

September 22-23, 1998

Reconciling the Statement of Differences

July 23, 1998

Standard General Ledger: (Basic)

July 6-7, 1998

Standard General Ledger: (Advanced)

July 9-10, 1998

Standard General Ledger: Upward and Downward Adjustments

July 8, 1998

Unlocking Key Reports

July 20-21, 1998